Permit #F00161230

FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00161230 **Type of Permit:** FILMING **Release Date:** 01/24/2020

Production Company	UNIVERSITY OF SOUTHERN CALIFORNIA
Insured Company Name	UNIVERSITY OF SOUTHERN CALIFORNIA
Contact Phone No. 1	213-740-2895
Contact Phone No. 2	
Fax	213-740-7308
Address	851 DOWNEY WAY, HSH 300 LOS ANGELES, California 90089
Production Title	MAHEK COMES HOME
Type of Production	Student

Producer	Jackie Urteaga
Director	Kristen Hegedus
1st AD	Abhinav Tiku
Production Manager	N/A N/A
FilmL.A. Coordinator	Angel Miranda
Location Manager	Jackie Urteaga
Primary Phone	Mobile - 3059782557
Secondary Phone	
Location Assistant	Jackie Urteaga
Primary Phone	Mobile - 3059782557
Secondary Phone	

Fees

FILMLA NON-REFUNDABLE STUDENT PERMIT FEE SIMPLE	$26.00
LA CITY DEPT OF REC AND PARKS PARK MONITOR FEE	$152.00
LA CITY DEPT OF REC AND PARKS MONITOR REPORTING FEE	$76.00

Total Permit Fee $254.00

Number of Locations 3

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Summary Information — Location

Permit Number F00161230
Production Company UNIVERSITY OF SOUTHERN CALIFOR...
Insured Company UNIVERSITY OF SOUTHERN CALIFOR...
Production Title MAHEK COMES HOME

Location Manager Jackie Urteaga
Primary Phone Mobile - 3059782557
Secondary Phone

Location Address W JUNALUSKA WY. AND N ALMA AV., LOS ANGELES, CA, 90272

Location Type Sidewalk

Film Dates 1/27/2020 - 1/27/2020 07:00 - 18:00 1 day
1/29/2020 - 1/29/2020 07:00 - 18:00 1 day

Open or Closed to the Public Open

Generic Conditions **THE CONSUMPTION OF ALCOHOLIC BEVERAGES AND THE USE OF DRUGS, INCLUDING MARIJUANA, ON LOCATION BY ANY CAST, CREW, OR INVITED GUESTS IS STRICTLY PROHIBITED.**
All vehicles must be parked on private property
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with pedestrian traffic

Please see attached documents F161230 Letter.pdf
F161230.1 Student Film Notification Form.doc
Pacific Palisades_August_2018.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	1

Personnel on Location

Type	Quantity
Cast	2
Crew	4

Filming Activities Camera on sticks; Handheld equipment; Exterior dialogue and establishing shots; Camera, equipment and film activities on public sidewalk only - no street or private property activities;

Jurisdiction **Political:** Los Angeles City - Council District 11 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

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Approvals LOS ANGELES CITY POLICE DEPARTMENT Gabriel Martinez

Coordinator Note BASE CAMP AND ALL CAST, CREW, PERSONAL AND EXTRAS VEHICLE PARKING WILL BE ON (PRIVATE) PROPERTY ONLY - ABSOLUTELY NO CAST, CREW, EXTRAS, AUDIENCE OR PERSONAL VEHICLES TO BE PARKED ON AREA STREETS, ROADS (INCLUDING SHOULDERS) OR ALLEYS.

Coordinator Note MUST MAINTAIN 5' OF PUBLIC SIDEWALK ACCESS AT ALL TIMES.

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

Parking Notes
BASE CAMP AND ALL CAST, CREW, PERSONAL AND EXTRAS VEHICLE PARKING WILL BE ON (PRIVATE) PROPERTY ONLY - ABSOLUTELY NO CAST, CREW, EXTRAS, AUDIENCE OR PERSONAL VEHICLES TO BE PARKED ON AREA STREETS, ROADS (INCLUDING SHOULDERS) OR ALLEYS.

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Summary Information — Location

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Production Company UNIVERSITY OF SOUTHERN CALIFOR...
Insured Company UNIVERSITY OF SOUTHERN CALIFOR...
Production Title MAHEK COMES HOME

Location Manager Jackie Urteaga
Primary Phone Mobile - 3059782557
Secondary Phone

Location Address 859 N Swarthmore Ave, Los Angeles, CA, 90272

Location Type Cafe

Film Dates 2/1/2020 - 2/1/2020 14:30 - 18:00 1 day

Open or Closed to the Public Closed

Generic Conditions **THE CONSUMPTION OF ALCOHOLIC BEVERAGES AND THE USE OF DRUGS, INCLUDING MARIJUANA, ON LOCATION BY ANY CAST, CREW, OR INVITED GUESTS IS STRICTLY PROHIBITED.**
*LA CITY AND/OR LA COUNTY FIRE CHECKLIST ATTACHED TO FINAL PERMIT. THE PERMITTEE IS RESPONSIBLE FOR COMPLETING CHECKLIST PRIOR TO FILMING ACTIVITY AT THIS LOCATION. NON COMPLIANCE MAY RESULT IN ASSIGNMENT OF A FIRE OFFICER.
All vehicles must be parked on private property
Must maintain local/emergency access
No cast or crew parking on area streets

Please see attached document Pacific Palisades_August_2018.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	1

Personnel on Location

Type	Quantity
Cast	2
Crew	4
Spot Check	1

Filming Activities Camera on sticks; Handheld equipment; Interior dialogue and establishing shots; Camera, equipment and film activities on private property only – no public sidewalk and/or street activities;

Jurisdiction **Political:** Los Angeles City - Council District 11 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

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Approvals LOS ANGELES CITY POLICE DEPARTMENT Gabriel Martinez

Coordinator Note BASE CAMP AND ALL CAST, CREW, PERSONAL AND EXTRAS VEHICLE PARKING WILL BE ON (PRIVATE) PROPERTY ONLY - ABSOLUTELY NO CAST, CREW, EXTRAS, AUDIENCE OR PERSONAL VEHICLES TO BE PARKED ON AREA STREETS, ROADS (INCLUDING SHOULDERS) OR ALLEYS.

Coordinator Note NO USAGE OF OPEN FLAMES, STOVES, OVENS, RANGES OR HEAT GENERATING EQUIPMENT IF AND WHILE IN THE KITCHEN FOR FILMING ACTIVITIES.

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

Parking Notes
BASE CAMP AND ALL CAST, CREW, PERSONAL AND EXTRAS VEHICLE PARKING WILL BE ON (PRIVATE) PROPERTY ONLY - ABSOLUTELY NO CAST, CREW, EXTRAS, AUDIENCE OR PERSONAL VEHICLES TO BE PARKED ON AREA STREETS, ROADS (INCLUDING SHOULDERS) OR ALLEYS.

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Summary Information — Location

Permit Number F00161230
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Insured Company UNIVERSITY OF SOUTHERN CALIFOR...
Production Title MAHEK COMES HOME

Location Manager Jackie Urteaga
Primary Phone Mobile - 3059782557
Secondary Phone

Location Address 15900 Asilomar Blvd, Los Angeles, CA 90272
Location Name ASILOMAR VIEW PARK
Location Type Park
Film Dates 1/25/2020 - 1/25/2020 13:30 - 17:00 1 day
Open or Closed to the Public Open
Generic Conditions **THE CONSUMPTION OF ALCOHOLIC BEVERAGES AND THE USE OF DRUGS, INCLUDING MARIJUANA, ON LOCATION BY ANY CAST, CREW, OR INVITED GUESTS IS STRICTLY PROHIBITED.**
All vehicles must be parked on private property
Must comply with attached Rec & Park Conditions. Note: No smoking in City Parks unless guided by the Rec & Park Film Office Monitor or assigned Uniformed Fire Safety Officer in designated areas
Must maintain local/emergency access
No cast or crew parking on area streets

Please see attached documents F161230 Guidelines.pdf
Pacific Palisades_August_2018.pdf
ASILOMAR PARK.JPG

Equipment on Location

Type	Quantity
Cast/Crew vehicles	1

Personnel on Location

Type	Quantity
Cast	2
Crew	4
Rec & Park Monitor required	1

Filming Activities Camera on sticks; Exterior dialogue and establishing shots; Camera, equipment and film activities on city park property only – no public sidewalk and/or street activities;

Jurisdiction **Political:** Los Angeles City - Council District 11 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

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Approvals
LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE — Christina Woods
LOS ANGELES CITY POLICE DEPARTMENT — Gabriel Martinez

Coordinator Note RAPG REF: 68063.

Coordinator Note ONE (1) REC AND PARK MONITOR REQUIRED:
1/25, 13:30 - 17:00 HOURS.

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

Parking Notes
BASE CAMP AND ALL CAST, CREW, PERSONAL AND EXTRAS VEHICLE PARKING WILL BE ON (PRIVATE) PROPERTY ONLY - ABSOLUTELY NO CAST, CREW, EXTRAS, AUDIENCE OR PERSONAL VEHICLES TO BE PARKED ON AREA STREETS, ROADS (INCLUDING SHOULDERS) OR ALLEYS.

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Permit #F00161230

USC School of Cinematic Arts

STUDENT PRODUCTION OFFICE
Telephone: 213.740.2895
Fax: 213.740.7308
Email: spo@cinema.usc.edu

STUDENT CERTIFICATION

Falsifying information or using an invalid production number is a violation of the student conduct code. Production numbers may only be used for the class for which they are assigned.

Date: 1/15/2020 (Expires after 30 Days)

This is to certify that JACQUELINE URTEAGA (NAME OF STUDENT) is enrolled in 508 (CLASS NO.)

for the SPRING (FALL/SPRING/SUMMER), 2020 (YEAR) semester and is engaged in the production of an authorized student project, USC Production Number: 20150850015 (PRODUCTION NO. [xxx-xxx-xxxx])

entitled "MAHEK COMES HOME" (TITLE OF THE PRODUCTION)

The number of cast and crew members: 1 – 3 / (4 – 10) / 10+ (PLEASE CIRCLE ONE)

The following individuals are members of the crew who are authorized to use this form:

NAME	POSITION	PHONE NUMBER
JACQUELINE URTEAGA	PRODUCER	305 978 2557
KRISTEN HEGEDUS	DIRECTOR	609 751 3248
ABHINAV TIKU	DP	610 316 6880

Student productions undertaken by SCA students are for instructional purposes only and are not intended for any commercial use. **USC retains the copyright to the above stated student produced project.**

Student Signature: [signature] Date: 1/15/2020

---------- **SPO STAFF USE ONLY** ----------

USC ID Number: _____ Number of CREW members certified: _____

Sincerely,

USC SCHOOL OF CINEMATIC ARTS
STUDENT PRODUCTION OFFICE

USC SCHOOL OF CINEMATIC ARTS STUDENT PRODUCTION OFFICE

S.P.O.

Revised 07/18/14

NOT A PERMIT

SPECIAL FILMING CONDITIONS
PACIFIC PALISADES, PALISADES HIGHLANDS AND CASTELLAMMARE AREAS

The Special Filming Conditions described below will be included in the terms and conditions of permits issued for filming in this area and are in addition to the standard terms and conditions applicable to filming permits generally. While these Special Filming Conditions will be included as terms if a permit for filming in this area is issued, they are not intended to, and do not, establish the criteria or standards for determining whether or not a particular permit (or permits) will be issued for this area. The decision whether or not a particular permit (or permits) will be issued is vested in the discretion of the appropriate City or County department or their designees (including FilmL.A., Inc.), to be exercised consistent with public health, safety and general welfare, and applicable land-use ordinances.

The following Special Filming Conditions have been established to mitigate the concerns of local residents. These Conditions are a result of meetings with the Pacific Palisades Town Council, City Council Office representatives and area residents.

- **FilmL.A. will evaluate all requests for permits in this area using the following criteria:** Frequency of filming per block near the requested location and parking areas – Duration and frequency of recent filming – Proximity of concurrent filming activities – Historical use – Recent problems or complaints – Number of filming days requested – Company size – Proposed activities (effects, excessive noise, cranes, etc.) – any other criteria that may be relevant to the specific situation. ***NO PERMITS FOR THIS AREA SHOULD BE ASSUMED TO BE AVAILABLE WITHOUT THE ABOVE REVIEW.***

- **Affected residents must be notified at least two (2) days in advance of the first day of filming or the first day of any substantial set preparation.** *Permit requests must be submitted to FilmL.A. at least three (3) days in advance.*

- **Craft services, catering trucks, food preparation tables and dining tables are prohibited on sidewalks or parkways and must be out of public view.**

- **Trash and refuse must be removed from the area immediately after filming activities are completed.**

- **Production companies may not arrive in the area prior to 7:00 a.m. and must depart no later than 10:00 p.m.** unless affected residents (generally those within 300' of the filming activities or equipment parking) are surveyed to identify neighborhood concerns and approval is obtained from the Permit Authority. The approved times must be indicated on the permit.

- **No weekend or holiday filming unless approved by the Permit Authority.**

- **Parking of production equipment is limited to one side of the street.** Film company vehicles shall not interfere with gardener's activities, trash pick up, safe use of streets or access to resident driveways, unless approved by the affected residents. ***In some instances, it may be necessary for companies to post both sides of the street to maintain proper access for emergency vehicles and area residents.***

- **A FilmL.A. Monitor will be assigned to encourage compliance with the permit and conditions.** The Monitor will generally arrive at the designated location 1 hour prior to the permit start time to note proper arrival time and remain with the production company during all filming-related activities and ensure proper departure time.

- **Lighting is to be confined to the specific site and shall not adversely impact neighbors and/or traffic.**

- **Cast and crew may not park on area streets.** Off-street parking must be provided.

- **Prep and strike days must be included on the permit and may not take place on weekends unless approved by the Permit Authority.**

NOTE: ADDITIONAL CONDITIONS ARE APPLICABLE FOR THE HUNTINGTON PALISADES, RIVIERA ESTATES, PALISADES BLUFF AREA AND THE INTERSECTION OF ALMA REAL AND OCAMPO DRIVES.

FilmL.A., Inc. NOT A PERMIT

SPECIAL FILMING CONDITIONS
PACIFIC PALISADES, PALISADES HIGHLANDS AND CASTELLAMMARE AREAS

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- **Lighting is to be confined to the specific site and shall not adversely impact neighbors and/or traffic.**

- **Cast and crew may not park on area streets.** Off-street parking must be provided.

- **Prep and strike days must be included on the permit and may not take place on weekends unless approved by the Permit Authority.**

NOTE: ADDITIONAL CONDITIONS ARE APPLICABLE FOR THE HUNTINGTON PALISADES, RIVIERA ESTATES, PALISADES BLUFF AREA AND THE INTERSECTION OF ALMA REAL AND OCAMPO DRIVES.

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PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

- Ok to film at Asilomar View Park on 01/25/2020 (see plot plan).
- Ok to film exterior dialogue between talents on a bench.
- Ok to use handheld equipment.
- Production must not exceed 10 people on-site for Weekend filming.
- Not approved to use a drone, a generator or have animals on-site.
- Not approved to alter the landscape or buildings.
- Ok to park 1 Crew Car on-site (see plot plan).
- No on-site Catering.
- Ok to conduct a standard 2 minute IPC.
- Company must not drive any vehicles/trucks on the grass.
- Must leave all fire lanes open at all times and do not block any fire hydrants.
- Company does not have exclusive use of parks/parking lots.
- Must work around park patrons, park activities and park maintenance staff.
- No blocking off exits/entrance of driveways.
- Company must leave all areas clean after use.
- Must maintain the 20ft emergency vehicle clearance.
- Use of City utilities (water and electricity) is $75 per use, per day. **The company will be invoiced by the Park Film Office once filming is complete.**
- Pyrotechnics, explosions, stunts and special effects may be considered on a case-by-case basis for exterior use only and requires approval by LAFD and the Park Film Office. Any special effects that may cause damage to the interior/exterior of cave integrity are not permitted.
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- No simulated sex allowed on Park property.
- No nudity allowed on Park property.
- **Film permits do not provide exclusive use of a park or recreation area and includes the use of parking lots.**

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- **Notifications signs must be posted at least 24-48 hours prior to filming as a courtesy for the public when requesting a playground area, basketball courts, soccer fields or baseball fields.**
- **Parking must be open and available for public use designated with proper signage by production.**
- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking and or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- No Smoking unless in designated area.
- No smoking on trails.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

F-161230
UNIVERSITY OF SOUTHERN CALIFORNIA – MAHEK COMES HOME
(ASILOMAR VIEW PARK)

FINAL DRAFT

SPECIAL FILMING CONDITIONS
PACIFIC PALISADES, PALISADES HIGHLANDS AND CASTELLAMMARE AREAS

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- **No weekend or holiday filming unless approved by the Permit Authority.**

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NOTE: ADDITIONAL CONDITIONS ARE APPLICABLE FOR THE HUNTINGTON PALISADES, RIVIERA ESTATES, PALISADES BLUFF AREA AND THE INTERSECTION OF ALMA REAL AND OCAMPO DRIVES.

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